

Finance/Personnel Committee – Dennis Thurow Committee Room, #205

November 12, 2019 Members Present: Petty, Thurow, Vacant

Absent:

Others Present: Mayor Palm, Adm. Geick, E. Truman, B. Zeman, C. Haggard, M. Hardy, K. Stieve, T. Pinion, K. Downing, Tracey Hameau

Call to Order –Ald. Petty called the meeting to order at 6:00 p.m. noting compliance with the Open Meeting Law. Moved by Thurow, seconded by Petty to approve the minutes of October 22, 2019 and carried unanimously. Moved by Petty, seconded by Thurow to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Petty seconded by Thurow to recommend to Council for approval of the accounts payable for **\$1,330,241.69**. Motion carried unanimously.
- b) **Lease with Tim Johnson, d/b/a Cedar View Farms, Inc. for the 60-acres of tillable land on the former Jackson property for the term of January 1, 2020 to December 31, 2022 at a base price of \$9,600 (60 acres x \$160 per acre)** – T. Pinion noted that this is a renewal lease. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- c) **3rd Qtr. 2019 Budget Amendments** – C. Haggard explained that the budget amendments include both supplemental, new source of revenue, and budgetary, transfers from one expense line to another. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- d) **Approve the 2020 Business Improvement District (BID) Budget operating plan, preliminary assessment and set the public hearing for November 26, 2019** – Adm. Geick explained that the total BID budget has not changed from previous years. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- e) **Approve applying for the 2019 WisDOT FTA 5339(b) grant program** – C. Haggard explained that this is a new grant opportunity and if the grant is funded Federally, we would have an opportunity to replace two of our high mileage taxis. This grant will cover 85%. Money from the taxi reserve as well as money from the sale of the two taxis will be used for the balance. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- f) **Approve applying for the 2020 WisDOT Public Transit Assistance Program** – C. Haggard stated that this is the annual grant we apply for each year and includes both operating and capital. This grant will allow for the replacement of one taxi vehicle. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- g) **Approve an additional \$3,800 be allocated from the Parks Segregated Fund for completion of the beaver exhibit at the Ochsner Park Zoo in 2019** – M. Hardy explained that \$16,500 was included in the budget for construction of the beaver exhibit. During construction, part of the existing fence had to be removed. M. Hardy is requesting an additional \$3,800 to replace this fencing. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.
- h) **Accept the Village of West Baraboo's transfer of the WI DNR's Outdoor Recreation Aids Grant Contract to the City** – M. Hardy explained that this grant was for the kayak launch and was co-written with West Baraboo as the owner of the grant. West Baraboo is now asking the DNR to allow the City to take over the grant contract. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.

- i) **Approve Lease Agreement with Tracy and Anthony Hameau for their use of the west portion of 135 4th Street as a retail establishment** – Chief Stieve explained that this lease is for the section of building that was the former Clerk's office. The state building inspector has reviewed the small space retail with one exit. This lease will allow them to work with a local business while generating some revenue for the Fire Department. Moved by Petty, seconded by Thurow to recommend to Council for action. Motion carried unanimously.

Informational Items

- a. City Attorney's report on insurance claims – None.
- b. Discussion of proposed changes in the 2020 Budget – C. Haggard noted that the budget gap of \$31,450 has been resolved; the budget is now balanced. In addition to the \$15,283 of debt savings, we were able to pay the Utilities an extra \$3,131.
- c. 3rd Qtr 2019 Taxi Financial Statement – C. Haggard explained that this is a reimbursement type grant which typically does not have a lot of cash.
- d. 3rd Qtr. 2019 Finance Statement – C. Haggard noted that overall we are at about 60%.
- e. Review of the Fire Dept. Report, Village and Towns Budget – Fire Chief noted that this is an annual notice that is required per the Fire Protection Service agreement. Overall, the meeting was very positive and everything passed unanimously.

Adjournment – Moved by Petty, seconded by Thurow and carried to adjourn at 6:20pm.
Brenda Zeman, City Clerk